

RUTHERFORD COUNTY MANAGER

County Commissioners

Julius Owens, *Chairman*

William Eckler, *Vice Chairman*

Greg Lovelace

Eddie Holland

Roger Richard

Carl Classen, *County Manager*

Hazel S. Haynes, *Clerk to the Board*

Richard Williams, *County Attorney*

October 11, 2013

To: County Commissioners

From: Carl Classen, County Manager

Weekly Report Items **Weeks Ending October 11, 2013**

General:

This is a highlight of items from the previous week. It is not meant to be exhaustive but to inform the Commissioners and Department Heads.

Airport:

The Airport sold 567.9 gallons of 100LL fuel and 1558 gallons of Jet A fuel. There was a Special Meeting of the Airport Authority held on Monday night, October 14. This coming Monday night, a public input session will be held 5:30 PM – 6:30 PM at the Terminal Building to gather suggestions on capital improvements and the regular Airport Authority meeting is Tuesday, October 15, at 5:00 PM.

Board of Elections:

Please keep the Elections Director and family in your prayers as her father-in-law passed away on Wednesday. Staff continues to prepare for upcoming elections.

Building Inspections:

The Director is out of office, information will be sent next week.

Clerk to the Board:

County Commissioners held their October regular meeting at the Lake Lure Municipal Center. Renovations are being completed at the Revenue Department so the November County Commissioners' meeting will be held at the Rutherford County Office Building. Chairman Owens met with Mr. Scott Hamilton of Advantage West on Monday. He also attended the North Carolina Association of County Commissioners' Agriculture Extension Steering Committee meeting in Raleigh on Wednesday. Vice Chairman Eckler met with representatives from Rutherford and Polk Counties regarding Agriculture Economic Development for the two counties on Wednesday. He attended the Enhanced Recycling Committee meeting on Thursday. Vice Chairman Eckler serves as Chairman of this committee. Commissioners attended the Enhanced Recycling Grand Opening at the Rutherford County Solid Waste Department on Thursday. The Clerk to the Board and Jai Doherty of the IT Department has been attending webinars on Granicus (an agenda and webcasting program) this week. The Clerk will attend the Western Regional Clerks Meeting in Cleveland County on Friday.

Cooperative Extension:

The **Director** continues to assist clients with technical problems through office visits, phone calls, email, and farm visits. The **Family and Consumer Sciences Agent** taught vermiecomposting at Conservation Field Day, attended the

Partnership for Children Board meeting, taught “Who Gets Grandma’s Yellow Pie Plate” estate planning program, and worked with district ECA to prepare for Centennial Celebration. The **Agricultural Agent** taught a fall gardening program at Rutherford Opportunity center, held Master Gardner Volunteer Training, and attending Conservation Field Day. 568 Contacts. **4-H Youth Development Agent** met with 4-H leaders and volunteers to outline 4-H events over the next six months. Plans were finalized for the upcoming annual 4-H Fall Fest and Bake Off. Staff demonstrated Vermicomposting for the county-wide Conservation Field day for all fifth graders in the county. Over 500 5th graders participated in the event. Teachers were encouraged to incorporate this into their classroom curriculum.

County Manager:

The County Manager attended numerous meetings this week. Beginning the week, Mr. Classen attended a Advantage West meeting with Chairman Owens and Scott Hamilton, met with the Revenue Department, met with Judy Toney and Rhonda Owens, attended the weekly update meeting with Solid Waste, attended a meeting regarding the Federal Shutdown with Paula Roach, Kerry Giles, Angela Ezell, Jimmy Hines, and John Carroll, attended the weekly update meeting with Danny Searcy and David Odom, which includes Greyrock and Queens Gap, attended the weekly Economic Development update meeting with Matt Blackwell and attended the regular Commissioners meeting held in Lake Lure. Continuing, Mr. Classen, attended a Polk County/Rutherford County Agricultural economic development meeting, attended a Behavioral Health/Mobile Crisis meeting, worked on the Airport agenda, participated in an interview for a college intern thesis, attended the ribbon cutting at the Solid Waste Department, attended a meeting regarding the new phone system, attended a meeting regarding the Farmer’s Market, participated in a NCACC conference call regarding the federal shutdown, met with a representative of NAMI regarding mental health initiatives, and met with an eagle scot candidate to discuss his project. Additionally, Mr. Classen attended another Federal Government Shutdown work group meeting Friday morning, attended a meeting on regional economic development efforts with Commerce Secretary Sharon Decker, attended a meeting of the County Managers, and discussed pending legal matters with the County Attorney.

Economic Development

The Executive Director held the monthly department staff meeting; hosted a site consultant and prospect visit to an existing building; met with an existing industry and an ally from Commerce to discuss possible assistance related to a potential expansion project; prepared a presentation and collected additional information for the Duke Site Readiness visit; and conducted research for a presentation at the upcoming Economic Development Board meeting.

The Project Administrator attended the NC Back to Work focus group at ICC; attended the monthly office staff meeting to receive updates and share status on current projects; met with an existing industry to discuss potential assistance programs; made three existing industry visits and tours – one visit made jointly with ICC Customized Training Director; provided follow-up materials for existing industry visits; and reached out to existing industry to set up visits for upcoming week. The Economic Development Assistant attended a monthly staff meeting; prepared and sent out the agenda, minutes and public notice for the upcoming Economic Development Board meeting; established office wide guidelines and a system for participation in the new co-mingle recycling program; and attended the IT information session for the new county phone system.

Emergency Management/Fire Marshal:

The Fire Marshal continued with the fire safety program for the elementary schools, followed up on a suspicious fire investigation, attended various meetings and training, and conducted work on fire training facility project. Staff also assisted two fire departments with grant applications.

Finance:

Auditors are here and will be here periodically for the next 3-4 weeks. The Finance Office is working closely with departments and vendors to update vendor files with E-Verify data as required by new legislation. The Director and Assistant Director attended the monthly Commissioners meeting and met with Kerry Giles, John Carroll, Angela Ezell, Jimmy Hines, and Carl Classen regarding the Federal Shutdown.

Human Resources:

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. Employees who have left the service of Rutherford County are Adena Widener (911). Welcome new hires Joe Kimbrell (p/t Solid Waste), Danny

Minnich (p/t Solid Waste), Timothy Martin (Sheriff), Patrick Staggs (Detention), and Timothy Lowery (Sheriff). The HR Director attended a meeting with DSS Director John Carroll and Richard Williams, attended the monthly commissioners meeting, conducted orientation, attended the ribbon cutting at the landfill where she presented as "Recycle Ruthie", and attended a Community Health Clinic.

Information Technology:

IT held a meeting regarding the phone system with all departments. Thank you all for attending and participating. Peter Gaulin explained the forms that were emailed to everyone and the importance of those forms. Please fill them out and return back to Peter no later than next Friday. In order for the project to progress we need your input.

Library:

The staff has been preparing all week for the book sale that began today (Thursday). At the writing of this report, we have had 231 visitors to the library this day with 94 of them attending the book sale. This sale will be on-going until noon on Saturday. Thank you to Merry Lou Burrell and Joan McKeithan for their help with this sale.

The Director attended the ribbon cutting for the Solid Waste Department. The Story Time children (and Miss Jeannie) have been having fun this week acting like pirates. Next week we will be learning about firefighters and fire safety.

Public Works/Planning:

The garage had 10 preventative maintenance service calls, 11 repairs, 3 tire service calls and 6 other repairs. Maintenance completed 26 work orders and repairs along with preventative maintenance and groundskeeping. The Revenue Dept renovation is nearing completion with flooring installation complete, collections counters and workstation cubicles completing this weekend. Currently moving back in is scheduled for the week of Oct. 21. The Planning board's solar subcommittee completed the draft ordinance for consideration by the commissioners and the public hearing and business meeting for the solar development ordinance is set for Tuesday, October 29 at 6:00 PM in the Commissioners Room.

Greyrock Project 3B is proceeding nicely. Anticipate being completed in about a week and a half. Sisk is working from the end of the existing pavement to the first culvert now. Project 8 has been graded to the first intersection. It is matted and seeded and ready for stone. Project 9 (Cold Mountain Road) is finished. Work has begun on the next cul-de-sac for this project. Project 4 Paving bid has been awarded.

Queens Gap Updates: Contract for Project 1 has been awarded to Clary Hood. Contracts are in the works. Project 2 bid opening scheduled for October 17. The PER for the water system is nearly complete. Flushing volumes have been determined. Work is continuing on Project 3 design.

Register of Deeds:

The Register of Deeds office had an active week with 462 recordings and collecting \$18,747.00.

The Revenue Department answered 457 phone calls and assisted 256 citizens who came in to the office (1 being PUV). 51 deeds were recorded and 88 were transferred. 9 estates were transferred and 51 new accounts were set up. Mapping completed 2 splits, 2 acreage adjustments and created 7 new maps and 2 new layers. Ownership of 13 addressees was updated. 11 new road signs were installed. The GIS website had 166,873 hits and 102,515 successful searches. Appraisers completed 27 field reviews and 223 building permits. Electronic payments consisted of 23 by credit/debit, 115 by website, and 22 by phone. 592 citizens came in to pay at the counter. Enforced collection action consisted of 2 garnishments, 26 attachments, and 2 foreclosures. 19 Deeds were certified. Staff worked 9 bankruptcy payments/issues, 8 discoveries, 44 releases, and 8 refunds. 1000 pieces of mail were received and processed. 5563 July motor vehicles renewals were processed. We are currently working January. The remodel is ahead of schedule and the office should be back open in our new office on Oct 23rd.

Senior Center:

The Senior Center wrapped up our first 6-week session of classes for "Write Your Life Story", and we are glad to announce that Linda Tomblin will start another 6 week session on October 23rd. This second session of classes will be a continuation for the participants of the first session, as well as, a starting point for newcomers. Staff also had special speakers, Jamy Parris and Scott Compton, from Willow Ridge to discuss some of the more common myths surrounding

short-term rehab therapy in a skilled nursing facility. The speakers were able to hear feedback from the senior community about what they expect and/or want from a short-term rehab stay.

Sheriff:

September 2013

Calls for Service:	3961
Warrants Served/Total Arrest:	174/152
Domestic Calls:	147
Involuntary Commitments/Hours.:	21/15 Man Hrs.
Civil Papers Served:	383
Exparte's Served:	26
Evictions:	13
Animals Pickup/Surrender:	284
Animals Returned to Owners or Rescued:	131
Animal Control Calls for Service:	141
New Cases Assigned to Detectives/Road Patrol:	202/12
Pill Drop Collections:	15,356 Doses Units/433 ML
Average Daily Inmate Confinement:	218
Gun Purchase Permits Issued:	88
Carry Concealed Permits Issued:	163
Project Lifesaver Clients/Contact Hours:	6/7.0Man Hrs.
Registered Sex Offenders/Contact Hours:	174/32.0Man Hrs.

Personnel Actions:

New Full Time Employees:

Effective: 09-30-2013

Tim Martin----- Patrolman/Interdiction

Pat Staggs----- Assistant Jail Administrator

Social Services:

On Monday, CPS supervisors, managers, and the Director met with staff from McDowell County DSS to discuss a CPS case situation. Program Manager, Amanda McGee, conducted the first of a two session training on active listening and engaging families. The Director, John Carroll, attended the county commissioner's meeting to present an update on NC FAST. On Tuesday, the Rutherford County Community Child Protection Team (CCPT)/Child Fatality Prevention Team (CFPT) held its regularly scheduled meeting at DSS. This week, letters and brochures were mailed to community partners regarding reporting child abuse and neglect; in addition a mailing went out concerning the Safe Surrender Law. The CCPT/CFPT and DSS sponsor the distribution of this information each year. The director met with the county attorney and HR director concerning changes in state personnel policy. On Wednesday the director attended a conference call for the state guardianship workgroup meeting. Also on Wednesday Kandi Bridges, IM Administrator, IM supervisors, and the director attended the weekly NC FAST conference call; and the director attended the board meeting for Partnership for Children of the Foothills. On Thursday the director and administrative officer, Luann Butler, attended a meeting at DSS regarding the new phone system. On Thursday afternoon Pam Price, Fiscal Officer, M Administrator and the director attended the NCACC conference call regarding the effects of the federal shutdown on counties. On Friday the Rutherford County Behavioral Coalition meet with community partners at DSS concerning involuntary commitments and other mental health issues. The director and fiscal officer attended a meeting with the county manager and other departments regarding the federal shutdown. We are in the in second week of the soft launch of NC FAST Projects 2 and 6, which includes Medicaid and Work First, as well as Project 7, which includes changes in the system due to the implementation of the Affordable Care Act. DSS welcomed IT Analyst, Ann Moore, to the agency this week. She will replace Peter Gaulin who has taken the position of Telecommunications Manager. Ann will continue to service other departments, in addition to her duties at DSS, until vacant positions are filled in the IT department.

Soil and Water:

The Soil & Water staff held the Conservation Field Day for 600 5th grade students from 10 schools on a beautiful fall day! Staff are also planning and hosting the Federation land judging competition scheduled for Tuesday, October 15th in Rutherford County (can't tell you where). High School FFA Teams from Rutherford, Henderson, and Polk counties will be competing.

Solid Waste:

The Solid Waste staff served 314 customers, hauled 59 loads from convenience centers, and shipped 32 loads to Lenoir. The Director attended various meetings this week including the weekly update meeting with Carl Classen. The Director also attended the Commissioners meeting, met with State representative and David Odom on gas wells, and attended a meeting concerning the phone system with Peter Gaulin. The Director also attended the landfill ribbon cutting and a conference call with the state about the Cliffside Mill Dump. The staff has been busy performing everyday job duties and distributing carts for recyclables. Promotional materials for the enhanced recycling have arrived and the staff has been busy passing this information out. Remember if you have questions on recycling, please visit www.WeSortForYou.com.

Tourism:

This week, the TDA has begun development of new tourism maps and materials for our visitors. Planning for the Alliance Conference in November continues. The Wayfinding program is planning public input sessions for its future, and a campaign for TDA Volunteers is being put together, as well. The leaf season is beginning to bring in its annual visitors -- in the welcome center last weekend, for example, over 800 people came through the doors.

Transportation Services:

EMS: This week EMS Personnel responded to 148 emergency calls and 92 convalescent calls. A Debt Setoff Hearing was held. Staff met with the Assistant Medical Director to discuss long term capital and project needs. The Transport Director attended a reception to meet the Duke Lifepoint leadership team at Rutherford Regional. **Transit:** Transit drove 10,768 miles, completed 1,066 local trips and 80 out of county trips, transported 266 unduplicated passengers and collected \$17,599 in revenue. The Operations Manager and EMS Field Training Officer attended an Emergency Evacuation drill in Stanley County, specific for transit drivers. The Director continues to work on contingency plans as it related to the federal shutdown.

Veterans Office:

Staff made 159 contacts, received 127 telephone interviews, and had 35 mailouts for veterans to complete documents and requests for service. The Service Officer continues to help veterans with food from the food pantry. As Christmas fastly approaches, the Veterans Office has the **Toys for Totes Box**. Please help in filling these boxes to give to local children in need at Christmas. Save the date, November 1, 2013, the Veteran's office will host a hot dog luncheon. All proceeds will go to assist Veterans during the holidays. Please come and show your support for these veterans.

SPECIAL HIGHLIGHTS

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RUTHERFORD COUNTY
solid waste

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Convenience Center or curbside in town.

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- White Paper
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- Newspapers and Inserts
- Magazines and Catalogs
- Cereal and Shoe Boxes
- Glass Food/Beverage Containers
- Paperback and Hardback Books
- Plastics #1-7 and Plastic Containers
- Aluminum Food/Beverage Containers

YOU MIX ... WE SORT

RIBBON CUTTING



RECYCLE RUTHIE

